

## **AGENDA**

Altoona Elementary PTA Meeting

March 9, 2026

### **Join Zoom**

Meeting: <https://us06web.zoom.us/j/87632876602?pwd=blpiejUzOUoyMzRxSDZlXVXpBWUxEUT09>

Meeting ID: 876 3287 6602

Passcode: 119308

1. Call to order:
2. Welcome/Introductions-
3. Approve February minutes
  - a. First:
  - b. Second:
  - c.
4. Treasurer Report:
  - a. Approve Financials for February
    - i. First:
    - ii. Second:
    - iii.
5. Principal's Report
  - a.
6. Staff Report
7. Committee/Coordinator Reports
  - a. Membership-
  - b. Social Media-236 followers on Facebook (down 2)
  - c. Bylaws-
  - d. Spirit Wear- Libby Adams
    - i. Working on putting a Spring Spirit Wear together by the end of the week.  
Sales due by April 1 and delivered to the school by April 15th.
  - e. Hospitality- Libby Adams
    - i. Conference meals
  - f. Book Fair-Holly Ewing
    - i. Book fair happening this week on Tuesday and Thursday. Please be sure to stop by during conferences.

- ii. Planning to send info out to the teachers after spring book fair has been completed. Will need to have students choose 2 books (1st choice and 2nd choice) and have the teachers put together this order. It can be up to the teachers as to whether they would like to pick say 3 books for their class/grade level or if they want to let students pick from the scholastic flier.
- iii. Once the order has been put together, I will wait for a flash sale and place one large order. If this is going to be used as part of a fundraiser, that's fine. But I will need to put the order together and place it as soon as a good sale comes up to do so!
- iv. Discuss plan to have the school take over all responsibilities for book fairs starting next year.
- g. Santa's Attic- Tiffany Capps, Mandy Penning, Heather Dillwood
  - i. Going through inventory this week and making plan for purchases for next year to be made with remaining Santa's Attic funds
- h. Warm Kids Warm Hearts- Kirby Connell
  - i. Purchasing sale items for next year's drive, we can accept donations at any time of year
- i. Fundraising-
  - i. Golf and Games In the Halls- Raffle: Amanda Hintz, Tiffany Capps, Sponsors: Stephanie Sheer, Concessions: Rachel Spencer, Liz Moore, Golf and Games: Kirby Connell, Jenna Taylor, Joanna Smart, Abby McCulley
    - 1. Thank you postcards will be going out this month to sponsors/donors. Postage has not been accounted for in expenses yet
    - 2. Net Income: \$11,144.27
  - ii. Restaurant Nights- Stephanie Scheer
    - 1. Dairy Queen Fundraiser May 4 5-8 PM
    - 2. Recap from Culver's fundraiser:
  - iii. Cookie Dough- Amanda Hintz- Nothing new
  - iv. Spring Fundraiser: Ashley Liepa and Joanna Smart

## 8. New Business-

- Donation request received: students from all schools that are a part of the Special Education Intellectual Disabilities programs will be going to I-Cubs game. Those in charge of this event would like to include the best buddies from

Centennial Elementary along with their entire 5th grade class (72 students) to come with them. Request is for \$350 from each elementary PTA to cover tshirts for all kids total of 127 (\$2500), and tickets and transportation to the game for all the Centennial Elementary 5th graders.

- Policy and Procedures Manual:
  - Reminder: Each committee should begin to put together a guideline of procedures for each committee task so that the next person who does the job has an idea of what to do. For example, Santa's Attic would have a list that includes but isn't limited to what month to start purchasing supplies, where items are stored, when to start sending information to parents, etc.
  - If there are already lists/procedures created send those to Tiffany [altoonapta@gmail.com](mailto:altoonapta@gmail.com) and make sure they are saved in the PTA drive in the appropriate folders. Graphics/forms/any info created or helpful to the committee should be saved on the PTA drive.
- Update from Nominating Committee: Amanda Hintz, Jen Houlette, Ashley Liepa
- Next PTA meeting – April 13, 2026
- 9. Adjourn